

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

Director of Training and Education
1026 CoFC

EXTENSION

NO.

DATE

22 May 1987

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. D/PERS

FYI

Some useful feedback from one of our new EOD's.

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cc: also to C/CTD

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15 May 1987

MEMORANDUM FOR: Director of Training and Education

FROM:

PEDS

SUBJECT: CIA Orientation

1. From 11-13 May 1987, I attended the orientation for Entry on Duty (EOD)'s. The briefing conveyed that the mission of the CIA is essential to the welfare of our nation. That the CIA is composed of dedicated, professional, high calibre staff was personified by the briefers. Some first impressions:

The initial presenter, while committed and enthusiastic, spoke too quickly, did not allow sufficient time for the completion of forms and did not monitor the lighting. Consequently, the slides could not easily be read and some EODs appeared frustrated..

The Director of Personnel was brief, but welcoming. The Public Affairs Officer had excellent content, but seemed very tired. (I felt that he had been through some pain.) The military reserve briefing, while well delivered, generated no outward response.

The insurance briefers were informative, enthusiastic and helpful. Even the credit union representative, presenting for the first time, was well organized and caring.

The 1 1/2 day briefing delivered by security was outstanding. The media slides were well formatted - in content and visual impact. The instructor knew, enjoyed his subject, and his briefing skills were exceptional. The media slides were well formatted in content and visual impact.

2. Overall, the orientation met its objectives. It clearly delineated the goals of the Agency. It also demonstrated that there is a strong sense of purpose and common bond of excellence among the CIA family - an ideal place to work, contribute and grow.

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